

**UNAPPROVED MINUTES
CITY OF MILPITAS
PARKS, RECREATION AND CULTURAL RESOURCES COMMISSION**

Minutes: Regular Meeting of the Parks, Recreation and Cultural Resources Commission

Date of Meeting: January 9, 2006

Place of Meeting: Milpitas Community Center, Conference Room 457 E. Calaveras Blvd.

I. Call to Order Chairperson Munzel called the meeting to order at 7:00 PM

II. Flag Salute The Chair led the Commission in the Pledge of Allegiance

III. Roll Commissioners Present: Gray, Krommenhock, Ku, McGuire, Munzel, Sandhu and Tuason

Commissioners Excused: Burrill and Serena

City Staff Present: Bonnie Greiner, Recreation Services Manager, Salia Lopa, Recording Secretary

IV. Alternates Commissioner Sandhu was seated as a voting member.

V. Agenda MOTION to approve the agenda for January 9, 2006, as submitted.
M/S: McGuire/Tuason
Ayes: (7) Gray, Ku, Krommenhock, McGuire, Munzel, Tuason and Sandhu
Excused: (2) Burrill and Serena

VI. Minutes MOTION to approve the December 5, 2005, minutes with the following changes: Change Commissioner Ku's attendance to Excused instead of Absent.
Alternates Seated: Both alternates were seated.
M/S: Krommenhock/Sandhu
All Ayes
Excused: (2) Burrill and Serena

VII. Citizens Forum

Allyson McDonald, 672 Kevenaire Drive in Milpitas. Thanked staff for all of their hard work and the great improvements that have been made at Augustine Park. However, she would like to have Sandalwood Park evaluated with the following suggested improvements: add drinking fountains, additional pathways, add bathrooms at the park site (nearest bathroom is located at Augustine Park which is ½ mile away), plant more shade trees in the picnic area, reduce watering, improve drainage, and remove damaged trees. Allyson handed out a Sandalwood Park Improvement Project sheet.

VIII. Announcements/Correspondence

- Spring Activity Guide mailed to all Residents the week of January 2nd
Guide Available at all City offices beginning Monday, January 9th
Registration is held at the Community Center
- Resident Registration- Thursday, January 12th at 8:00am
- Non Resident Registration- Thursday, January 26th at 8:00am

- All City facilities will be closed on Monday, January 16th in observance of Martin Luther King Jr.'s Birthday.
- Phantom Art Gallery- New Exhibit January 23-March 17 "Paintings in Oil" by Sarah Diaz-Bastin. Exhibit Reception held on Monday, January 23rd at 7:00pm
- Auditions for Rainbow Theatre's "Henry and Ramona" will be held January 17-18 from 3:30pm-5:00pm at the Community Center.

IX. Old Business

None

X. New Business

1. Election of Officers

According to the Parks, Recreation and Cultural Resources Commission By-Laws, Section 5. Officers, "A Chairperson and Vice Chairperson will be annually selected at the first meeting of the calendar year from the appointed members for a term of one year."

Chairperson Munzel opened the floor for nominations for Chairperson.

MOTION to elect Commissioner Krommenhock as Chairperson.

M/S: Tuason/McGuire

All Ayes

Excused: (2) Burrill and Serena

Chairperson Krommenhock opened the floor for nominations for Vice-Chairperson.

MOTION to elect Commissioner Munzel as Vice-Chairperson.

M/S: Gray/Ku

All Ayes

Excused: (2) Burrill and Serena

2. Youth Sports Grant Request (Bonnie Greiner, Recreation Services Manager)

On September 20, 2005, the Milpitas City Council approved and appropriated \$8,000.00 for the Youth Sports Assistance Fund for the 2005-06 budget year. Included in the Commission's packet for review and consideration is one (1) Organizational Youth Sports grant application:

One (1) Organizational Youth Sports Assistance Fund Application was received from **Milpitas Tidal Waves Swim Team, requesting \$1,000.00**, to offset costs of purchasing the following items: EZ UP canopy tent, First Aid Travel Kit, Team Banner, Lap Counters, Stopwatches and pull buoys for use during the 2006 swimming season.

The applicant meets the eligibility for the grant process. Staff has reviewed the items requested and has found that the requested items meet the application guidelines, under the section, "Acceptable Funding consideration will be given, page 2 item #3 states; "To one time activities or capital equipment purchases designed to address a need or problem which organization cannot routinely finance".

Tidal Waves Coach, Brad Helfenberger was in attendance to answer any questions of the Commission.

Commissioner Ku stated that there is great distribution of ages on the Swim Team, which is very nice to see.

MOTION to approve funding of \$1,000 to Milpitas Tidal Waves Swim Team to offset the costs of purchasing the following items: EZ UP canopy tent, First Aid Travel Kit, Team Banner, Lap Counters, Stopwatches and pull buoys for use during the 2006 swimming season.

M/S: Gray/McGuire

All Ayes

Excused: (2) Burrill and Serena

3. Review of DeVries Home Renovation at 163 North Main Street (Mara Blitzer, Project Manager of Mid-Peninsula Housing Coalition)

Mara Blitzer, Project Manager of Mid-Peninsula Housing Coalition provided an extensive overview of the renovation that will take place at the DeVries Home. The renovations to the DeVries home include improvements to the substructure, building shell, interiors, utility services and equipment and furnishings. These renovations seek to preserve and refurbish the residence's façade while allowing for contemporary function and use. The renovated home will incorporate common use on the ground floor and three one-bedroom rental units on the second floor. On the ground floor, the program includes the preservation of the existing house entry sequence. The dining room, front entry, and living room will remain in their existing configurations. The existing sunroom and the family room will remain. The back of the House, which currently includes a kitchen, second foyer off of the north side porch, bathroom, mudroom and a separately accessed studio apartment will be reconfigured to incorporate a new entry/foyer for residents passing to and from the new building, a new kitchen, 2 new ADA (Americans with Disabilities Act) accessible bathrooms and an office for the Services Coordinator. The existing second floor will be reconfigured to incorporate three one-bedroom units, each with a full kitchen and bathroom that will be an average size of 500 square feet. A second staircase connecting the existing kitchen and the second floor will be removed. The entire home is roughly 4,800 square feet.

The existing wood framing will be reinforced and upgraded for seismic stability. New insulation and a new roof will be provided. Exterior windows and doors will be repaired or replaced which were missing or damaged beyond repair. A new colored glass window will accent the west entry. The existing skylight will be refurbished. All exterior stucco will be replaced with new stucco to match the damaged original. The exterior trim and stucco will be painted white.

Per the approved Façade Easement of the Disposition and Development Agreement, the Dining Room will be made available for use by Milpitas civic and non-profit groups. Interior details of the dining room, such as cabinetry will be maintained and repainted. The wood flooring will be restored and a replacement for the broken leaded glass window provided. Existing conditions and/or historic photographs of the exterior and interior of the Home will be displayed in the dining room. Members of the PRCRC will be invited to tour the Home upon completion.

Commissioner Munzel asked Mara Blitzer when "owner" is stated in the Demo Plan is that referring to the City of Milpitas. Mara responded no that the "owner" is Mid Peninsula Housing. Commissioner Munzel asked Mara Blitzer according to the East Elevation on page A10 the lines show that this would be removed, if so what will it be. Mara Blitzer responded the ground of the house would be raised, so that it will be leveled. Commissioner Munzel asked if that would be an entrance. Mara Blitzer responded once the stairs are removed and replaced with a ramp, which will be ADA accessible; the door and porch structure will remain and can be used as an entrance.

MOTION review and approve the proposed renovations to the DeVries/Dr. Smith Home to be incorporated into the Senior Housing Project and forward the required findings to the City Council.

M/S: McGuire/Gray

All Ayes

Excused: (2) Burrill and Serena

4. Commission Work Plan for 2006 (Bonnie Greiner, Recreation Services Manager)

Included in the Commission's packet was a draft copy of Parks, Recreation and Cultural Resources Commission 2006 Work Plan. Bonnie Greiner, Recreation Services Manager, requested that the Commission review and finalize each item prior to the Work Plan being forwarded to City Council for final approval.

Ms. Greiner, reviewed the Short Term Goals listed on the Work Plan. Ms. Greiner indicated that staff is working on the pros and cons of establishing a Friends of Recreation program, which would include obtaining additional Youth Sports and other grant money opportunities by soliciting, local businesses and private donations to aid athletes. Commissioner Gray asked who would choose the members on the board for the Friends of Recreation program. Ms. Greiner responded that typically the City Council would choose members of the community. Commissioner Sandhu asked if the members of the Friends of Recreation group would be residents of Milpitas. Ms. Greiner responded the members will be residents and could be businesses within the City of Milpitas, should the council deem appropriate.

Commissioner McGuire suggested adding Sandalwood Park Improvements. This item was added to Short-term Goals and Long-term Goals.

In reviewing the Long-term Goals Ms. Greiner asked the Commission to expand on their thoughts on Parks and Trails.. Commissioner Munzel stated in the past, as trails are being developed it would benefit the Commission if they can receive a new project completion update to be aware of what trails/sections are open and complete. Commissioner Ku stated that parks in Milpitas are well defined, yet trails are not. Commissioner Ku requested to receive a map of the trails in Milpitas. Vice Mayor Gomez informed the Commission that there are maps of Coyote Creek and Berryessa Trails. Vice Mayor Gomez stated that some trails are a bit tricky to get on and having signage on the trails can be very helpful along with fences being opened along the trail making it much easier to follow. Chairperson Krommenhock suggested having identification signage along trail.

The Commission agreed that they would like to walk a trail this year for their June meeting, tour a park in June 2007 and have a historical tour in June 2008.

Ms. Greiner informed the Commission that a copy of the Work Plan will be sent to the City Council in February and all Commissioners will receive a finalized copy of the Work Plan.

XI. Staff Reports

None.

XII. Liaison Reports

1. City Council

None.

2. Community Advisory Commission (CAC)

City Council revised the Tree and Planting Ordinance on December 6, 2005. This ordinance will promote tree plantings through outreach and tree protection awareness.

3. Senior Advisory Commission (SAC)

None.

4. Planning Commission

Tom Williams, Planning and Neighborhood Services Director presented a request for a multifamily residential development consisting of 147 condominium units and associated site improvements, including deviations to setbacks, drive aisle width, parking space dimensions and open space requirements for the properties located at 1696 South Main Street and 75 Montague Expressway and recommended approval with conditions. Pat Brown of RGC Courthomes explained that there would be a five foot wall that would run along Montague Expressway and back down the east side of the project near mosque.

5. Youth Advisory Commission (YAC)

Working on Smoking Awareness Program. Commission is in the process of voting to move the venue to the Teen Center.

6. Milpitas Historical Society

None.

7. Arts Commission

Tea in the Trees event, which was held on Saturday, December 1st was a successful event, 96 tickets were sold.

8. Video Sub-Committee

None.

XIII. Future Agenda Items

XIV. Adjournment

With no further business, the Chair adjourned the meeting at 8:13 PM to the next scheduled meeting on February 6, 2006, at Milpitas City Hall Committee Room.

Respectfully Submitted: Salia Lopa, Recording Secretary